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THE WHITE HOUSE
WASHINGTON

2/4/77

Mr. Secretary -

The attached was returned in
the President's outbox. It is
forwarded to you for appropriate
handling.

Rick Hutcheson

cc: Jack Watson
Bert Lance

*Memo from Secretary Brown
re Request for Level
IV allocation*

THE SECRETARY OF DEFENSE
WASHINGTON, D. C. 20301

*To Harold
ok
J.C.*

26 JAN 1977

MEMORANDUM FOR The President

SUBJECT: Request for Executive Level IV Allocation

As I have discussed with you, the number of Assistant Secretaries in the Department of Defense can and should be reduced. As a first step toward this end, I propose to handle the legislative affairs of the Department with an Assistant rather than an Assistant Secretary as at present.

No changes in the scope or responsibilities of the position are contemplated. Like the legislative affairs positions in the other Executive Departments, it has been a Level IV and should remain so.

Accordingly, it is requested that the Executive Level V allocation presently held by the Defense Representative, Iran be upgraded to Executive Level IV and reallocated to the new position of Assistant to the Secretary of Defense for Legislative Affairs. The former position should be dropped from the Executive Level category.

Harold Brown

ELECTROSTATIC REPRODUCTION MADE FOR
DISTRIBUTION PURPOSES

THE SECRETARY OF DEFENSE
WASHINGTON, D. C. 20301

26 JAN 1977

MEMORANDUM FOR The President

SUBJECT: Request for Executive Level IV Allocation

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Accordingly, it is requested that the Executive Level V allocation presently held by the Defense Representative, Iran be upgraded to Executive Level IV and reallocated to the new position of Assistant to the Secretary of Defense for Legislative Affairs. The former position should be dropped from the Executive Level category.

Harold Brown

THE WHITE HOUSE
WASHINGTON

Mr. President:

Richard Harden also concurs.

Rick

BERT LANCE

Mr President:

I feel This
should be approved.

Jen

THE WHITE HOUSE

ACTION MEMORANDUM

WASHINGTON

LOG NO.

Date: February 3, 1977

Time:

FOR ACTION:

Stu Eizenstat
Jack Watson
Richard Harden
Bob Lipshutz

cc (for information): FYI
Jody Powell

FROM THE STAFF SECRETARY

DUE: Date: Friday, February 4, 1977Time: 5:00 P.M.

SUBJECT:

Memo to the President from Harold Brown,
Secretary of Defense re Request for Executive
Level IV Allocation.

ACTION REQUESTED:

☐ For Necessary Action☒ For Your Recommendations☐ Prepare Agenda and Brief☐ Draft Reply☒ For Your Comments☐ Draft Remarks

REMARKS:

2/3/77
OK with me
Richard

PLEASE ATTACH THIS COPY TO MATERIAL SUBMITTED.

If you have any questions or if you anticipate
delay in submitting the required material, please
telephone the Staff Secretary immediately.

RICK HUTCHESON
STAFF SECRETARY

THE WHITE HOUSE
WASHINGTON

2/4/77

Greg Schneiders:

The attached was returned in
the President's outbox. It is
forwarded to you for appropriate
handling.

Rick Hutcheson

cc: Mrs. Carter ✓

*Mementos from
President*

THE WHITE HOUSE
WASHINGTON

February 3, 1977

MR PRESIDENT:

Frank Moore believes four pens
after each bill signing would be
appropriate and limited Tie clips
or other mementos.

Rick Hutcheson

CC

Greg

RSC

THE PRESIDENT HAS SEEN.

THE WHITE HOUSE
WASHINGTON

*Greg -
Get Rosalynn's
Comment.*

*see
below*

February 1, 1977

MEMORANDUM FOR: The President

FROM: Greg Schneiders *Greg*

It has been the policy of past Administrations to distribute pens (cost: \$1.35), Presidential tie clips, and other mementos to staff, friends, Members of Congress, etc. Shall we continue:

Pens after Bill signing 4 per bill

Tie clips or other
mementos _____?

Anything else _____?

Greg: Quantity & cost per year?

J

ELECTROSTATIC REPRODUCTION MADE FOR
PRESERVATION PURPOSES

THE WHITE HOUSE

ACTION MEMORANDUM

WASHINGTON

LOC NO.:

Date: February 1, 1977

Time:

FOR ACTION:

cc (for information): FYI
Rick Hutcheson

Frank Moore

FROM THE STAFF SECRETARY

DUE: Date: Thursday, February 3, 1977 Time: 5:00 P.M.

SUBJECT:

Greg Schnieders memo to the President, 2/1/77 re
Mementos to staff, friends, Members of Congress, etc.

ACTION REQUESTED:

☐ For Necessary Action

☒ For Your Recommendations

☐ Prepare Agenda and Brief

☐ Draft Reply

☒ For Your Comments

☐ Draft Remarks

REMARKS:

Please return comments to:

Trudy Fry - West Basement

X 2684

PLEASE ATTACH THIS COPY TO MATERIAL SUBMITTED.

If you have any questions or if you anticipate a
delay in submitting the required material, please
telephone the Staff Secretary immediately.

RICK HUTCHESON
STAFF SECRETARY

February 3, 1977

MR PRESIDENT:

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Rick Hutcheson

THE WHITE HOUSE
WASHINGTON

February 1, 1977

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FROM: Greg Schneiders *Greg*

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Pens after Bill signing _____?

Tie clips or other
mementos _____?

Anything else _____?

2/1

Staff to
Frank Moore

back
5 PM 2/3

THE WHITE HOUSE

ACTION MEMORANDUM

WASHINGTON

LOG NO.:

Date: February 1, 1977

Time:

FOR ACTION:

cc (for information): FYI
Rick Hutcheson

Frank Moore *FM-OK*

FROM THE STAFF SECRETARY

DUE: Date: Thursday, February 3, 1977 Time: 5:00 P.M.

SUBJECT:

Greg Schnieders memo to the President, 2/1/77 re
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☐ For Necessary Action

☒ For Your Recommendations

☐ Prepare Agenda and Brief

☐ Draft Reply

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REMARKS:

Please return comments to:

Trudy Fry - West Basement

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RICK HUTCHESON
STAFF SECRETARY

THE WHITE HOUSE
WASHINGTON

February 1, 1977

MEMORANDUM FOR:

The President

FROM:

Greg Schneiders *Greg*

It has been the policy of past Administrations to distribute pens (cost: \$1.35), Presidential tie clips, and other mementos to staff, friends, Members of Congress, etc. Shall we continue:

Pens after Bill signing _____?

4 End

Tie clips or other
mementos

_____? *Limit*

Anything else

_____?

THE WHITE HOUSE
WASHINGTON

2/4/77

Frank Moore -

The attached was returned in
the President's outbox. It is
forwarded to you for appropriate
handling.

Rick Hutcheson

cc: Ham Jordan
Tim Kraft

re: Reorganization Act

CC

HAM

Tim K

MEMORANDUM HAS BEEN.

THE WHITE HOUSE
WASHINGTON

C
/

MEMORANDUM FOR:

THE PRESIDENT

FROM:

FRANK MOORE *F.M.*

DATE:

February 4, 1977

SUBJECT:

REORGANIZATION ACT

As you know, the message in the Act went up today, Friday, February 4. Senator Ribicoff immediately introduced it ⁱⁿ before the Senate. It will be assigned to his Committee. It has been scheduled for hearings on Tuesday, the 8th.

The Senate goes out on the 9th and comes back on the 16th, so I doubt if we get a vote before the week of the 21st. However, Ribicoff and Byrd have really got the skids greased.

Meanwhile, the House is not in session today, so it will have to be introduced Monday, February 7th. As a courtesy, we have asked Jack Brooks, as Chairman of the Committee, to introduce it (at the request of The President), indicating that he is not for it but will introduce it. Brooks has this afternoon told us that he doesn't want to do that. It violates legislative courtesy to go below him for a sponsor on his Committee. Therefore, we will ask the leadership to sponsor the bill. The leadership will probably choose Jim Wright. We hope to get Dante Fascell and Bill Moorhead, too, and possibly L. H. Fountain, as ranking Democrats to co-

The President
Page Two
February 4, 1977

sponsor, and Frank Horton, the ranking Republican.

Elliott Levitas has been and is quietly polling the entire Committee on Government Operations.

I am requesting all the Congressional Liaison people to meet over here next week to go over the Committees and Sub-Committees, member by member, and I might ask that you "pop" in to the meeting to illustrate the importance of this push. You might also wish to mention at the Monday Cabinet meeting that the Congressional Liaison people will be invited over to the White House later in the week for this purpose. In the meantime, I am meeting with the 40 labor lobbyists Monday morning, where Andy Biemiller will introduce me to his regular Monday morning meeting, for the purpose of helping on this Reorganization bill. I am also setting up a meeting of the Task Force on Government Reorganization for the Business Roundtable. Ned Brethit is setting up a meeting of the 40 railroad vice presidents who lobby the Hill for the same purpose. We will be bringing in other outside groups to help on this effort.

OK

THE WHITE HOUSE
WASHINGTON
2/4/77

Tim Kraft

The attached was returned in
the President's outbox. It is
forwarded to you for appropriate
handling.

Rick Hutcheson

cc: Jim Fallows

Re: Fireside Talk

THE PRESIDENT HAS SEEN.

THE WHITE HOUSE

WASHINGTON

February 4, 1977

C
/

TO PRESIDENT CARTER

FROM: TIM

SUBJECT: Fireside 'Talk'

I asked my friend Phil Sharp (Congress, Indiana's Tenth District) what he thought of your fireside talk, and he shared the general reaction that has been conveyed to you by others -- that it was a positive, informal, and constructive talk, well-delivered.

He also had a couple of "minor suggestions" that I thought were worth passing on:

- 1) when outlining programs or policies, use simple examples to demonstrate how a tax cut affects the economic stimulus package, or why one family's turning down the thermostat will contribute to energy conservation and less economic privation.

In other words, his constituency may vaguely comprehend or accept sweeping national policies, but it helps to relate either the sacrifices or benefits of said policy to a smaller unit, i. e. the family.

- 2) the theme of campaign promises being kept, or in the process of implementation, was appropriate for the first talk, but it is not necessarily a good recurring theme -- given the general skepticism about campaigns and promises. You may want to take credit for fulfilling a commitment, but we should move away from the sort of 'promises scorecard' approach.

ok

I took the liberty of telling him that you personally strengthened the emphasis on cooperation with Congress, and he said that that was a crucial necessity ... and added, not that it buys you a whole lot (since their egos expect it), but it hurts you if you don't.

THE PRESIDENT HAS SEEN.

TODAY I HAVE SENT THE CONGRESS MY REQUEST FOR
ENABLING LEGISLATION WHICH WILL LET US BEGIN THE
IMPORTANT TASK OF REORGANIZING THE FEDERAL GOVERNMENT.

AS I HAVE SAID MANY TIMES IN THE LAST TWO YEARS,
IT IS TIME TO REFORM AND REORGANIZE A GOVERNMENT
THAT HAS GROWN WASTEFUL, INEFFECTIVE, CONFUSING
AND INSENSITIVE TO OUR PEOPLES' NEEDS.

I MADE MY COMMITMENT TO REORGANIZATION ONE OF
THE MOST IMPORTANT ISSUES IN MY CAMPAIGN. IT WAS
A MAJOR REASON FOR MY ELECTION. AND I AM DETERMINED
TO MAKE A CONSTANT EFFORT OVER THE NEXT FOUR YEARS
TOWARD A GOVERNMENT THAT IS SENSIBLE AND EFFICIENT
FOR A CHANGE.

I KNOW THAT MOST MEMBERS OF THE CONGRESS SHARE MY GOAL. THEY UNDERSTAND THAT THERE IS NO MORE WIDESPREAD WISH AMONG OUR PEOPLE THAN FOR A GOVERNMENT WHICH DOES A GOOD JOB OF THE THINGS IT SHOULD DO AND STOPS DOING THE THINGS IT SHOULDN'T.

THE LEGISLATION I AM PROPOSING TODAY IS AN ESSENTIAL FIRST STEP TOWARD A MORE EFFICIENT GOVERNMENT. IT WILL ALLOW ME, AS PRESIDENT, TO SUBMIT REORGANIZATION PLANS, WHICH WILL AUTOMATICALLY GO INTO EFFECT UNLESS EITHER HOUSE OF CONGRESS REJECTS THEM.

EVERY PRESIDENT FROM FRANKLIN ROOSEVELT TO RICHARD NIXON HAD THIS AUTHORITY. I INTEND TO

USE IT, TO CARRY OUT MY COMMITMENT TO A THOROUGH
REORGANIZATION OF OUR GOVERNMENT.

WITHOUT THIS LEGISLATION, THERE WILL BE NO WAY MY
ADMINISTRATION CAN ~~CARRY OUT~~ THE GOALS THE PEOPLE
ACHIEVE
EXPECT OF US.

THE WHITE HOUSE
WASHINGTON

February 1, 1977

MEMORANDUM FOR: THE PRESIDENT
FROM: Stu Eizenstat
SUBJECT: Reorganization Authority

*Stu 2/4/77
Jim
It is unacceptable for me
to get this on
the day it's
issued!
Do not let this
happen again -*

Attached please find the following:

1. The Message to Congress on the Reorganization Authority Act, which we have drafted and which has been reviewed and approved by Jim Fallows.

2. The Bill which seeks the amendments to the existing law which you have requested. This Bill was drafted at OMB and has been reviewed and approved by our staff.

3. A Fact Sheet, which can be used for briefing purposes to the press and/or for transmission to Congress (or solely as an internal background piece). This Fact Sheet was initially drafted by OMB and reflects the changes which we have recommended.

4. Letters of transmittal to the Speaker of the House and the President of the Senate, likewise initially drafted by OMB and substantially abbreviated by us in light of the detail in the Message.

The attached represents the combined work of Bert Lance, Jim McIntyre and Harrison Wellford of OMB and my staff.

I have already informed Rex Granum (in Jody's absence) and Frank Moore that the attached documents were being transmitted to you so that they can plan the press briefing and Congressional notification, if you approve.

*J.E.
ps. It is
an excellent
message.*

J

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WASHINGTON TELETYPE

(27)

THE WHITE HOUSE
WASHINGTON

February 4, 1977

Stu Eizenstat
Jim Fallows

The attached was returned in the
President's outbox.

The original message has been
signed and given to Bob Linder.

Rick Hutcheson

Reorganization

THE WHITE HOUSE
WASHINGTON

February 4, 1977

Susan Clough
Bob Linder

The attached was returned in the
President's outbox. It is for-
warded to you for your information.

Rick Hutcheson

*Dating of official
Presidential Documents*

—
cc Susan
Clough

Bob Linder

Information
type
memo.

MEMORANDUM

THE PRESIDENT HAS SEEN.

THE WHITE HOUSE

WASHINGTON

*Susan
ok
J*

INFORMATION

3 February 1977

TO:

THE PRESIDENT

FROM:

RICK HUTCHESON *Rick*

SUBJECT:

Dating of Presidential
Proclamations, Statements, etc.

Susan Clough said you were wondering why official statements prepared for your signature were not dated at the time they come to you.

This is done deliberately. Occasionally, a proclamation may be typed a day or so before you sign it. Sometimes, you may sign something which will not be released until the following day.

Bob Linder, Chief Clerk of the White House, types in the date on all official presidential statements after you sign them. He photographs them for the official White House record, and dates them on the day that they are officially promulgated.

THIS INFORMATION IS FOR
OFFICIAL USE ONLY

Ham

Georgia
Institute
of
Technology

THE PRESIDENT HAS SEEN.

SCHOOL OF INFORMATION AND COMPUTER SCIENCE / (404) 894-3152 / ATLANTA, GEORGIA 30332

January 28, 1977

Mr. Charles H. Kirbo
King and Spaulding
Suite 2500
Trust Company Tower
Atlanta, Georgia 30303

Dear Mr. Kirbo:


I am again taking the liberty of writing to you. Last month I was approached by Mr. Matthew Coffey, who asked whether I would care to be considered for a position in the Carter administration. I responded in the affirmative but did not think it appropriate to indicate interest in any specific assignment or responsibility.

Earlier this week I learned, however, that the National Science Foundation may recommend my name for appointment to the President's Committee on Science and Technology. The PCST was established under Title III of P.L. 94-282, "The National Science and Technology Policy Act of 1976." The Committee is to consist of from 8 to 14 members, appointed for a period of two years, with the specific charge to survey the state of U.S. science and technology. The Law stipulates that one member of that committee must be a person "distinguished in information dissemination." Mr. Ford appointed ten persons, leaving up to four possible appointments to be made by Mr. Carter. None of the ten members of the committee appear to have the qualifications specified for the area in information science.

If President Carter intends to make additional appointments to this committee, would you mind indicating to him that I would be privileged to be considered for such an assignment. I have been concerned with national information issues for much of my professional life, and I believe I have a perception of the importance which Mr. Carter attaches to these issues.

Again, thank you very much.

Sincerely yours,


Vladimir Slamecka
Director

VS/al
Enclosure

Mr. Pres.
This is the
guy you introduced
me to several years
ago. OK.

Ham -
good
ok - man
J

ELECTROSTATIC REPRODUCTION MADE FOR
IDENTIFICATION PURPOSES

VLADIMIR SLAMECKA

Home Address: 1661 Doncaster Drive, N.E. (404/874-1337)
Atlanta, Georgia 30309

Office Address: School of Information and Computer Science (404/894-3152)
Georgia Institute of Technology
Atlanta, Georgia 30332

Soc. Sec. No.: 064-32-9793

Date of Birth: May 8, 1928 Citizenship: U.S.A.

Marital Status: Married
Children: John V. (1964), Alois W. (1965)

PROFESSIONAL INTERESTS

1. Management of knowledge at national and international levels
2. Applications of information technology in the public sector
(e.g., education, health care)
3. Education and research in information and computer sciences

EDUCATION

1949 Technological University, Brno, Czechoslovakia
(B.S. in chemical engineering)

1951-53 University of Sydney, Australia
(postgraduate work in physical sciences and logic)

1954-55 University of Munich, Germany
(postgraduate work in sociology)

1958 Columbia University, New York
(M.S. in library science)

1962 Columbia University, New York
(D.L.S.)

EMPLOYMENT HISTORY

1964-date Professor and Director, School of Information and Computer Science,
Georgia Institute of Technology

1968 Visiting Professor, Emory University

1963-64 Manager, Cancer Chemotherapy National Service Center, Documentation
Incorporated, Bethesda, Maryland

1962-63 Manager, Special Studies Division, Documentation Incorporated,
Bethesda, Maryland

1960-62 Research Scientist, Columbia University, New York

1958-60 Head, Chemistry and Chemical Engineering Library, Columbia University,
New York

1954-58 Private research in seawater desalinization, Munich, Germany and
New York, New York

ADVISORY AND COMMITTEE APPOINTMENTS

American Federation of Information Processing Societies
 American Society for Information Science
 Association for Computing Machinery
 Case Western Reserve University
 Computer Science Board
 Computer Sciences Corporation
 Council of Graduate Schools
 Escuela Politecnica Nacional (Quito, Ecuador)
 Governor, State of Georgia
 International Federation for Documentation (FID)
 Interuniversity Communications Council (EDUCOM)
 Lehigh University
 Logistics Management Institute
 National Academy of Sciences/National Research Council
 National Aeronautics and Space Administration
 National Institutes of Health
 National Science Foundation
 Organization of American States
 U.S. Air Force
 U.S. Department of Agriculture
 U.S. Department of State/A.I.D.
 Universidad Simon Bolivar (Caracas, Venezuela)
 University System of Georgia

SOCIETY MEMBERSHIPS

American Association for Advancement of Science
 Association for Computing Machinery
 American Society for Information Science
 New York Academy of Sciences
 Sigma Xi
 World Organization for Cybernetics and General Systems

BIOGRAPHICAL LISTINGS

American Men and Women of Science
 Contemporary Authors
 Contemporary Mathematicians of North America
 Contemporary Notables
 Dictionary of International Biography
 Directory of American Scholars
 International Scholars' Directory
 Who's Who in America
 Who's Who in Computer Education and Research
 Who's Who in Education
 World Notables
 World Who's Who of Authors

LIST OF PUBLICATIONS

Monographs

- Slamecka, V. The Semi-Centralized System of Scientific and Technical Documentation and Information New York, N.Y., Columbia University, 1962. 228 p. (Doctoral dissertation)
- Slamecka, V. Science in Czechoslovakia. New York, N.Y., Columbia University Press, 1963. 175 p.
- Slamecka, V. Science in East Germany. New York, N.Y., Columbia University Press, 1963. 124 p.
- Slamecka, V. (ed.). The Coming Age of Information Technology. Washington, D.C., Documentation Incorporated, 1965. 175 p. ("Studies in Coordinate Indexing," Vol. VI)
- Kraus, D., Zunde, P., and Slamecka, V. National Science Information Systems. Boston, Mass., M.I.T. Press, 1972. 325 p.

Refereed Papers, Patents, and Research Reports

- (1961) Spitzer, J., and Slamecka, V. "The Chemical Literature of Germany," In Searching the Chemical Literature. Washington, D.C., American Chemical Society, 1961, pp. 136-143. (Advances in Chemistry Series, No. 30).
- (1962) Slamecka, V. "The Development of Subject Catalogs in the U.S.S.R." Library Resources and Technical Services, 6:257-264 (Summer 1962).
- Slamecka, V., and Jacoby, J. Effect of Indexing Aids on the Reliability of Indexers (Final Technical Note RADC-TDR-63-116). Bethesda, Maryland. Documentation Incorporated, 1962. 80 p.
- Slamecka, V. Indexing Aids (Final Report, RADC-TDR-62-579). Bethesda, Md. Documentation Incorporated, 1962. 33 p.
- (1963) Popper, K., and Slamecka, V. Ion-Exchange Processes. U.S. Patents 3,073,725, 3,239,460 (also Australian, French, German, Israeli, Portuguese and Spanish patents).
- Jacoby, J., and Slamecka, V. Indexer Consistency under Minimal Conditions (Technical Note RADC-TDR-62-426). Bethesda, Md. Documentation Incorporated, 1963. 61 p.
- Slamecka, V. "Classificatory, Alphabetical, and Associative Schedules as Aids in Coordinate Indexing." American Documentation, 14:223-228 (July 1963).
- Popper, K., Bouthilet, R., and Slamecka, V. "Ion-Exchange Removal of Sodium Chloride from Water with Calcium Hydroxide as Recoverable Regenerant." Science, 141:1038-1039 (September 1963).

- Slamecka, V., and Zunde, P. "Automatic Subject Indexing from Textual Condensations." In Automation and Scientific Communication. Washington, D. C., American Documentation Institute, 1963, Part II, 139-140.
- Slamecka, V. "Scope and Duplication of Coverage in Two National Information Processing Systems." In Automation and Scientific Communication. Washington, D. C. American Documentation Institute, 1963. Part II, 171-172.
- (1964) Slamecka, V. "Machine Compilation and Editing of Printed Alphabetical Subject Indexes." American Documentation, 15:132-135 (April 1964).
- Slamecka, V., and Taube, M. "Theoretical Principles of Information Organization in Librarianship." Library Quarterly, 34:352-361 (October 1964).
- (1965) Slamecka, V. "Information Science, Generally and Specifically." Southeastern Librarian, 15:15-18 (Spring 1965).
- Slamecka, V. "On the Nature of Information Science and the Responsibility of Institutions of Higher Learning," ADI Symposium on Education in Information Science. Spartan Books, Inc. 1965. Pp. 91-94.
- Slamecka, V. (ed.). Studies in Technical Data Management. Atlanta, Ga., Georgia Institute of Technology, 1965. 135 p.
- (1966) Slamecka, V. "Principles of Substantive Analysis of Information." International Federation for Documentation, Proceedings of 1965 Congress. Washington, D. C. Spartan Books, 1966. Pp. 229-234.
- Slamecka, V. "Information Science." NASA Technical Memorandum TMX-53503 (August 15, 1966). 11 p.
- Slamecka, V. "Teaching Machines" [Conference Report]. Science, 153:1289-1290 (September 9, 1966).
- (1967) Zunde, P., and Slamecka, V. "Distribution of Indexing Terms for Maximum Efficiency of Information Transmission." American Documentation, 18:104-108 (April 1967).
- Slamecka, V., and Zunde, P. "An Application of a Preliminary Model for the Design of Educational Programs." International Conference on Education in Scientific Information Work. The Hague, FID, 1967. Pp. 47-52.
- (1968) Slamecka, V. "Graduate Programs in Information Science at the Georgia Institute of Technology." Special Libraries, 59:246-250 (April 1968).
- Slamecka, V. "The Science and Engineering of Information." In A. Finerman (ed.). University Education in Computer Science. New York, Academic Press, 1968. Pp. 81-92.

- Jensen, A.P., and Slamecka, V. The Laboratory for Information and Computer Science. Atlanta, Ga., Georgia Institute of Technology (School of Information and Computer Science), 1968. (Research Memorandum GITIS-68-01).
- Zunde, P., and Slamecka, V. "Tajekoztatástudományi Oktatás és Kutatás a Georgia Muszaki Egyetemen." (Research in Information Science at the Georgia Institute of Technology), Tudományos és Muszaki Tajekoztatás, 15:811-833 (Nov./Dec. 1968).
- Slamecka, V., and Rumiano, E.F. An Information System for Research Management. Atlanta, Ga., Georgia Institute of Technology, School of Information Science, 1968. 50 p. (Research Report).
- (1969) Slamecka, V. "A General Information System for Learning." Studii si Cercetari de Documentare (Bucharest), 11:201-213 (1969).
- Slamecka, V. The Georgia Tech Science Information Center: A Summary Report: 1967-1969. Atlanta, Ga., Georgia Institute of Technology (School of Information and Computer Science), 1969. Research Report, GITIS-69-18 (Limited Distribution) 30 p.
- Slamecka, V. "On the Methodology of Curricular Studies." American Documentation, 20:355-357 (October 1969).
- Slamecka, V. "Total Planning of Science on the National and International Levels." In M. Rechcigl, Jr., (ed.) Czechoslovakia Past and Present. The Hague, Mouton, 1969. Pp. 624-632.
- Slamecka, V. "Research and Organization of Science." In Paul L. Horecky, (ed.) East Central Europe. Chicago, The University of Chicago Press, 1969. Pp. 97-102.
- Slamecka, V., Zunde, P., and Kraus, D.H. "On the Structure of Six National Science Information Systems." International Forum of Informatics. VINITI, Moscow, 1969. Pp. 318-334.
- (1970) Slamecka, V. "Methods and Research for Design of Information Networks." Library Trends, 18:551-568 (April 1970).
- Slamecka, V., and Zunde, P. "A University-wide Program in the Information Sciences." Proceedings of the IFIP World Conference on Computer Education, Amsterdam, Holland, August 1970. Vol. II, 229-232.
- Slamecka, V., Zunde, P., and Dexter, M.E. "Data Collection, Organization and Use." Proceedings of the 1970 International Systems Meeting, Las Vegas, Nevada, 1970. Pp. 136-146.
- Slamecka, V., and Jensen, A.P. The Audiographic Learning Facility: Objectives and Design. Atlanta, Ga., Georgia Institute of Technology (School of Information and Computer Science), 1970. 44 p. (Research Report GITIS-70-08).

- Slamecka, V., ed. Research 1969/70: Annual Progress Report. Atlanta, Ga., Georgia Institute of Technology, 1970. (Research Report GITIS-70/09).
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MAJOR GRANTS AND CONTRACTS

(Principal Investigator or Project Director)

"National Science Organization and Planning" (National Science Foundation), 1960-62	\$21,000
"Cancer Chemotherapy National Service Center" (National Cancer Institute), 1963-64	\$500,000
"Graduate Program in Information Science" (National Science Foundation), 1963-69	\$145,610
"An Analysis of National and International Networks of Information Systems and Services" (National Science Foundation), 1966-68	\$63,589
"Science Information Research Center" (National Science Foundation), 1967-72	\$1,289,825
"Graduate Program in Biomedical Information Science" (National Institutes of Health), 1972-1975	\$387,729
"Evaluation of Audiographic Technology in Continuing Graduate Science Education" (National Science Foundation), 1972-74	\$171,070
"A Long-Range Research Plan for Information Sciences" (National Science Foundation), 1973-74	\$40,000
"Semiotic Foundations of Information Science" (National Science Foundation), 1974-1976	\$98,000
"Extended Utilization of Biomedical Information" (National Institutes of Health), 1974-77	\$410,000
"Graduate Program in Biomedical Information Science" (National Institutes of Health, 1976-78)	\$367,737

THE WHITE HOUSE
WASHINGTON

2/4/77

Bob Lipshutz -

The attached is for your information.

Rick Hutcheson

Attachment:
Sec. Vance memo on Presidential
Advisory Board on Ambassadorial
Appointments

THE WHITE HOUSE
WASHINGTON

Ham -

The attached was returned in
the President's outbox.
It is forwarded to you for your
information.

Rick Hutcheson
2/4/77

original to
ZB 2/4

MEMORANDUM

THE PRESIDENT HAS SEEN.

THE WHITE HOUSE

WASHINGTON

February 3, 1977

MEMORANDUM FOR THE PRESIDENT

FROM: ZBIGNIEW BRZEZINSKI

ZB

Attached herewith is Secretary Vance's memorandum on the Presidential Advisory Board on Ambassadorial appointments. I concur fully with the Secretary's recommendations.

*ZBis
This memo was
received by me at 1:30 PM
2/4/77 - after
the Board met -
J*

THE SECRETARY OF STATE
WASHINGTON

January 31, 1977

MEMORANDUM FOR THE PRESIDENT

FROM: Cyrus Vance

SUBJECT: Presidential Advisory Board
on Ambassadorial Appointments

This is to recommend the following terms of reference for the Advisory Board on Ambassadorial Appointments:

-- Scope of Activity. The Board's advice will be sought on nominations for all major embassies and others where a political appointee is now serving.

-- Names to be Considered. The Secretary of State will submit one or more names for consideration by the Board for each post under its purview. In many cases, names of career foreign service officers, as well as prospective nominees from outside the foreign service, will be submitted.

-- Information to be provided. Information regarding the individuals whose names are submitted to the Board will be provided to the Board to assist its deliberations. Board members will be encouraged to seek any information regarding the background of the candidates which may be necessary to permit them to render an informed judgment concerning their suitability. The Department of State will furnish background information on the requirements of the ambassadorial posts to be filled as well as criteria for the Board to consider in its evaluation of the candidates under consideration.

-- Provision of Advice. In the case of each name submitted to it, the Board will advise the President and Secretary of State, in confidence, whether

5-01
J

& others as determined by me

No - names from any source

ok

No - give me a list of names recommended, in priority order

it regards that person or persons to be qualified for the post in question.

-- Method of Proceeding. Initially, the Board will be expected to meet as a committee of the whole. Thereafter it will form subcommittees to concentrate on geographic areas. *ok*

-- Composition and First Meeting. Warren Christopher is calling all the proposed members of the Board today to invite them to participate and attend the first meeting of the Committee at the White House next Friday, February 4. After an initial session with you, the Board will adjourn to the State Department to commence its deliberations. At the time, I expect to present one or more names for approximately 15 ambassadorial posts. *C*

-- Acceptance of Appointments to the Board. To insure their objectivity, the members of the Board will be asked to agree not to accept appointment to an ambassadorial post during their service on the Board or for at least one year thereafter. *no -*

Leonard Woodcock

Bill Scranton

Averill Harriman

*may be asked to
serve.*

log in
cc : HJ, Lipschutz
no staffing
to Pres today

up 2/3

THE WHITE HOUSE
WASHINGTON

2/3/77

Ham Jordan
Bob Lipshutz

The attached is for your
information.

Rick Hutcheson

MEMORANDUM

THE WHITE HOUSE
WASHINGTON

February 3, 1977

MEMORANDUM FOR THE PRESIDENT

FROM: ZBIGNIEW BRZEZINSKI



Attached herewith is Secretary Vance's memorandum on the Presidential Advisory Board on Ambassadorial appointments. I concur fully with the Secretary's recommendations.

THE SECRETARY OF STATE
WASHINGTON

January 31, 1977

MEMORANDUM FOR THE PRESIDENT

FROM: Cyrus Vance *CRV*
SUBJECT: Presidential Advisory Board
on Ambassadorial Appointments

This is to recommend the following terms of reference for the Advisory Board on Ambassadorial Appointments:

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-- Information to be provided. Information regarding the individuals whose names are submitted to the Board will be provided to the Board to assist its deliberations. Board members will be encouraged to seek any information regarding the background of the candidates which may be necessary to permit them to render an informed judgment concerning their suitability. The Department of State will furnish background information on the requirements of the ambassadorial posts to be filled as well as criteria for the Board to consider in its evaluation of the candidates under consideration.

-- Provision of Advice. In the case of each name submitted to it, the Board will advise the President and Secretary of State, in confidence, whether

it regards that person or persons to be qualified for the post in question.

-- Method of Proceeding. Initially, the Board will be expected to meet as a committee of the whole. Thereafter it will form subcommittees to concentrate on geographic areas.

-- Composition and First Meeting. Warren Christopher is calling all the proposed members of the Board today to invite them to participate and attend the first meeting of the Committee at the White House next Friday, February 4. After an initial session with you, the Board will adjourn to the State Department to commence its deliberations. At the time, I expect to present one or more names for approximately 15 ambassadorial posts.

-- Acceptance of Appointments to the Board. To insure their objectivity, the members of the Board will be asked to agree not to accept appointment to an ambassadorial post during their service on the Board or for at least one year thereafter.

THE WHITE HOUSE

ACTION MEMORANDUM

WASHINGTON

LOG NO.:

Date: February 3, 1977

Time:

FOR ACTION:

cc (for information):

Bob Lipshutz

✓ B. Brzezinski

Ham Jordan

Bert Lance

Rick Hutcheson

Bob Linder

FROM THE STAFF SECRETARY

DUE: Date: IMMEDIATE TURNAROUND Time:

SUBJECT:

Memorandum from Cyrus Vance
re: Presidential Advisory Board on
Ambassadorial Appointments

ACTION REQUESTED:

☐ For Necessary Action☒ For Your Recommendations☐ Prepare Agenda and Brief☐ Draft Reply☒ For Your Comments☐ Draft Remarks

REMARKS:

Brzezinski - concur

Advisory Board on Ambassadorial Appointments
is scheduled to meet tomorrow morning about
9 A.M. ----- YOUR COMMENTS ARE URGENTLY
NEEDED.

PLEASE ATTACH THIS COPY TO MATERIAL SUBMITTED.

If you have any questions or if you anticipate a
delay in submitting the required material, please
telephone the Staff Secretary immediately.

K. R. COLE, JR.
For the President

February 4, 1977

Rick

Establishment of the
Presidential Advisory Board
on Ambassadorial
Appointments

As you know we have all kinds of
legal questions on how this should be
done ---

Understand Bob Linder now has something
over with OMB Legal to resolve it.

Trudy Fry

hard-carry

to HJ

Lipshutz

Zbig

LANCE/OMB gen counsel

: This goes to
Pres tonight -
meeting is
tomorrow AM

: comments to me
ASAP —
Rich

THE SECRETARY OF STATE
WASHINGTON

UNCLASSIFIED

MEMORANDUM FOR: THE PRESIDENT

From: Cyrus Vance *CW*

Subject: Presidential Advisory Board on
Ambassadorial Appointments

Attached for your consideration is a proposed Charter for the Presidential Advisory Board on Ambassadorial Appointments.

So that the Advisory Board will be legally constituted before it meets this Friday morning, the Charter should, before Friday, (1) be signed by you, and (2) be filed with the Director of the Office of Management and Budget.

The General Counsel of the Office of Management and Budget has reviewed the proposed Charter and determined that it complies with all legal requirements.

The procedure by which the Advisory Board would make recommendations is described on page 5 of the Charter. Members of the Advisory Board would, under the Charter (page 2, paragraph 4), be precluded from accepting "an ambassadorial post during their service on the Board or for at least one year thereafter."

Recommendation:

That you sign the attached Charter.

Attachment:

Proposed Charter

UNCLASSIFIED

CHARTER OF THE
PRESIDENTIAL ADVISORY BOARD
ON AMBASSADORIAL APPOINTMENTS

I. Purpose

The purpose of the Presidential Advisory Board on Ambassadorial Appointments ("the Board") is to provide recommendations to the President and to the Secretary of State on the qualifications of individuals whose names have been submitted to the Board as prospective nominees for an ambassadorial post for which non-career individuals are being considered.

II. Authority

The Board is established under the authority of the Constitution of the United States, in particular Article II, section 2, clause 2. The authority of the Secretary of State as set forth in Section 2656 of Title 22, United States Code, is also noted. The approval of this Charter by the President constitutes a determination that

the establishment of the Board is in the public interest.

III. Membership and Organization

1. The size of the Board shall not be fixed, but ordinarily is expected to be between 15 and 25 members.

2. The membership shall consist predominantly of persons who are not officers or employees of the Government. Knowledge or background in foreign affairs or in matters relating to the Foreign Service will be considered in the appointment of Board members.

3. Board members shall be appointed by or at the direction of the President.

4. Board members may not be appointed to an ambassadorial post during their service on the Board or for at least one year thereafter.

5. Staff and support functions required for operation of the Board shall be supplied by the Department of State.

6. The officers of the Board shall consist of a Chairman, an Executive Secretary, and such other positions as the Board shall determine.

7. The Chairman shall be appointed by or at the direction of the President from among the members of the Board.

8. The Executive Secretary shall be an employee of the Department of State, appointed by the Secretary of State, who shall serve as the Federal Government officer designated under section 10(e) of the Federal Advisory Committee Act (P.L. 92-463). The Executive Secretary shall attend each meeting of the Board.

9. The Board may establish working groups or committees to carry out its responsibilities. The Board shall provide such guidance and direction as is necessary and appropriate to insure the effective functioning of any such working group or committee so established.

IV. Duties of Officers

1. The Chairman or his designee shall convene, preside at, and adjourn all meetings. He shall establish the agenda for each meeting. He shall perform or direct other administrative functions necessary to enable the Board to perform its duties.

2. The Executive Secretary or his designee shall prepare the minutes of each meeting. The accuracy of the minutes shall be certified by the Chairman. The minutes shall include a record of the members present; a list of other persons who attended the meeting and their affiliation; a description of matters discussed and the conclusions or recommendations, if any, reached.

V. Meetings and Records

1. The Board shall meet at such times and places as shall be specified by the President, the Secretary of State, or their designee.

2. Reports or recommendations of the Board may be oral or written. A record of all reports or recommendations shall be maintained by the Executive Secretary.

3. The Board's records shall consist of all papers and documents pertinent to the Board's establishment and activities, including its Charter, agendas, minutes, membership list, and all written correspondence, reports and recommendations by the Board.

VI. Recommendations

1. The Board shall consider the qualifications of persons whose names are submitted by the Secretary of State. The Department of State may furnish background information on the requirements of particular ambassadorial posts, evaluation criteria, and information regarding the individuals whose names are submitted. Board members may, and will be encouraged to, seek additional information from other sources so as to permit them to render an informed judgment concerning a candidate's qualifications and suitability.

2. In the case of each name submitted to it, the Board shall advise the President and Secretary of State, in confidence, whether it regards that person to be qualified for the post in question.

VII. Funding

1. All funding necessary for organization and operation of the Board shall be supplied from funds available to the Department of State.

2. Members of the Board who are not officers or employees of the Government shall serve without

compensation, but may be allowed transportation and per diem expenses in accordance with existing law and regulations, in lieu of subsistence and other expenses.

3. The annual estimated operating costs of the Board to the Government are approximately \$13,000, including one-tenth of one person-year.

VIII. Filing

The Charter shall be filed with the Director of the Office of Management and Budget, with a copy furnished to the Library of Congress, as provided in section 9(c) of the Federal Advisory Committee Act (P.L. 92-463).

AUTHORIZED AND APPROVED, this _____ day of February 1977.

The President

Filed with the Director of the Office of Management and Budget, this _____ day of February 1977.

The Director

THE PRESIDENT'S SCHEDULE

THIS PRESIDENTIAL SCHEDULE

Friday - February 4, 1977

8:00 BREAKFAST with Senator Henry M. Jackson.
The Oval Office.

8:45 Dr. Zbigniew Brzezinski - The Oval Office.

9:00 Meeting with Black Elected Officials.
(30 min.) (Miss Martha Mitchell) - The Roosevelt Room.

9:30 Meeting with Commission on Ambassadorial Appoint-
(30 min.) ments - The Cabinet Room.

10:00 Greet Participants in the U.S. Senate Youth Program.
(10 min.) (Mr. Frank Moore) - The State Dining Room.

10:30 Mr. Jody Powell - The Oval Office.

11:45 Senator Mike Mansfield. (Mr. Frank Moore).
The Oval Office.

12:00 Lunch with Senator Russell B. Long, Congressman
Al Ullman, and Vice President Walter F. Mondale.
The Oval Office.

1:30 Mr. Jack Eckerd. (Mr. Hamilton Jordan).
The Oval Office.

2:00 *Cong John Dent*

4:30 Meeting Concerning Automobile Emission Standards.
(30 min.) (Mr. Stuart Eizenstat) - The Cabinet Room.

5:15 Greet Representatives from the Junior Achievement
(10 min.) Program's National Business Leadership Conference.
(Miss Midge Costanza) - The Cabinet Room.

6:30 Private Dinner with Senator and Mrs. Robert C. Byrd.

EXACT COPY AND REPRODUCTION MADE FOR
PRESERVATION PURPOSES

THE WHITE HOUSE
WASHINGTON

RICK:

You may want this
back for your files;
it is taken care of
by now I assume.

Eleanor
2/20

file

WASHINGTON
THE WHITE HOUSE

MEMORANDUM

THE PRESIDENT HAS SEEN.

THE WHITE HOUSE

WASHINGTON

2/4
f.
clay/

Executive Committee, Economic Policy GROUP:

¹Vance and ²Cooper from State, ³Kreps, ⁴Schultze,
⁵Marshall, ⁶Brzezinski, ⁷Lance, ⁸Blumenthal, ⁹Eizenstat.

MR. PRESIDENT-

Info YOU REQUESTED.

N.Y.

HARRIS SHOULD BE ON!

Suggest -

- 1 Vance or Cooper
- 2 Blumenthal
- 3 Schultze
- 4 Lance
- 5 Marshall
- 6 Harris
- 7 Kreps
- 8 Brzezinski

Eizenstat - Staff
~~Brzezinski~~

THE PRESIDENT HAS SENT.

THE WHITE HOUSE

WASHINGTON

February 1, 1977.

MEETING WITH JUNIOR ACHIEVEMENT GROUP

Friday, February 4, 1977

5:15 p.m. (10 minutes)

Cabinet Room

From: Steve Selig

2NE9

PR 7-1

FG6-1-1/Costanza

Midge

FG6-1-1/Selig

Steve

PR 5-2

Steve Selig

I. PURPOSE

Greet 10-12 representatives from Junior Achievement Program's National Business Leadership Conference

II. BACKGROUND, PARTICIPANTS & PRESS PLAN

A. Background: On January 20, Mr. R. L. Terrell wrote to the President inviting him to attend the Business Hall of Fame Awards banquet, Friday February 4 at the Shoreham Hotel. Some 1800 business leaders and young people will be attending. Among those to be honored are Robert W. Woodruff, former Chairman of Coca-Cola Company; John J. McCloy, former chairman of Chase Manhattan Bank; William Blackie, former chairman of Caterpillar Tractor Company and Joyce Clyde Hall, founder and former chairman of Hallmark Cards, Inc. The theme of this year's conference, "JA Salutes the Spirit of Achievement."

B. <u>Participants</u> :	Richard Terrell	Steve Selig
	W. F. Rockwell, Jr.	Midge Costanza
	Richard Maxwell	
	Susan Morelli	Glenn Gardinier
	Michael J. Fried	
	Mary Sue Nemecek	
	Carl Meyer	
	David Harris	

C. Press Plan: White House photo
Press pool coverage

III TALKING POINTS

1. President should congratulate the group which has been operating since 1919 and this year they have enrolled 245,000 young people in the program.
2. The President was involved in the program in Georgia and is familiar with their purpose. All fifty states participate as well as six foreign countries. Among those cities in Georgia participating are Atlanta, Augusta, Columbus, Dalton and West Point.
3. President can wish them continued success in their program and thank them for the beautiful plaque which they present during the meeting.

These students recruit their sponsors from business firms. These firms contribute their time and talent to help Jr. Achievement become familiar with the business world. In order to get started in their individual business members of Jr. Achievement sell stock to the general public for \$1.00. At the present there are about 7600 of these miniature businesses in operation.

1/27
THE PRESIDENT HAS SEEN.

THE WHITE HOUSE
WASHINGTON

February 3, 1977

BEH
PA 1-1
ME 10
FI 10
FG 38
503

WORKING LUNCH WITH SENATOR LONG, *Russell*
AND CHAIRMAN ULLMAN, *Al*

Friday, February 4, 1977
12 Noon (30 Minutes)
The Oval Office
From: Frank Moore *FM*

I. PURPOSE

To discuss Economic Stimulus Package, Welfare Reform and Tax Reform.

II. BACKGROUND, PARTICIPANTS & PRESS PLAN

- A. Background: Congressman Al Ullman, Chairman of the Ways and Means Committee, and Senator Russell Long, Chairman of the Finance Committee, will meet with The President and Vice President to discuss the economic stimulus package, welfare reform and tax reform, studies and timetables, etc.
- B. Participants: Senator Long, Chairman Ullman, Vice President Walter Mondale.
- C. Press Plan: Meeting to be announced; White House Photographer only. Somebody is making a documentary of Russell Long and has requested a few minutes of silence at the beginning of the meeting.

III. TALKING POINTS

The President can expect to have Senator Long bring up military construction in Louisiana.

Attachments

CE
BB
MEMORANDUM

THE PRESIDENT HAS SEEN.

THE WHITE HOUSE
WASHINGTON

February 4, 1977

TA4-8
PR 7-1
C0129
TA1/C0129C
✓

MEETING WITH REP. JOHN DENT

Friday, February 4, 1977
2:00 p.m. (10 minutes)
The Oval Office
From: Frank Moore

I. PURPOSE

To discuss the issue of importation of Rhodesian chrome (probably)

II. BACKGROUND, PARTICIPANTS, & PRESS PLAN

- A. Background: In the past, Rep. Dent has opposed Administration and congressional efforts to repeal the Byrd Amendment, which permits importation of chrome from Rhodesia despite U.N. sanctions. Rep. Dent's major concern has been the impact of the loss of Rhodesian chrome on the specialty steel industry. Rep. Dent has recently issued a press release announcing his intention to drop his opposition to repeal of the Byrd Amendment.
- B. Participants: The President, Rep. John Dent (D-Pa.)
- C. Press Plan: The meeting has not been announced.

III. TALKING POINTS

1. Congratulate Rep. Dent for his statesman-like decision to support the Administration

Attachments: Rep. Dent's press release, material prepared by House International Relations Committee staff, and a copy of H.R. 1746 (repeal bill introduced by Rep. A. Young).

FEB 5 1977
GENERAL HILL

THE WHITE HOUSE

WASHINGTON

Hugh Carter
Bill Gulley

Liaison between Department
of Defense and the White House

The attached was returned in the President's
outbox. This copy is forwarded to you for
your information.

Rick Hutcheson
2/4/77

*Original 2/2 memo +
Defense file sent to
Bill Gulley for delivery
2/4/77 RBF.*

THE WHITE HOUSE
WASHINGTON

Mr. President:

Attached is a follow-up to your memorandum to Secretary Brown regarding official channels of communication between the President and DOD.

Brown suggests that matters of routine administrative and logistical support be channeled through the White House Military Office.

Rick

Trudy
back to Brown
President's comments
inside

OFFICE OF THE SECRETARY OF DEFENSE

2/3

Memo For the President

I believe the questions you raised with me on the 'phone today about decision matters is best handled by including it in my implementing instructions within DOD, as per the attachment

J. B. Brown

THE SECRETARY OF DEFENSE
WASHINGTON, D. C. 20301

ok
J

February 3, 1977

MEMORANDUM FOR THE PRESIDENT

SUBJECT: Liaison Between the White House and the Department of
Defense

In furtherance of your memorandum to me on this subject (copy attached) and your guidance to me, the implementing instructions which I issue to the Military Departments and the Office of the Secretary of Defense staff will include a statement that communications to this Department from the Office of the President dealing with matters of routine administrative and logistical support will, when not coming personally from you, your Assistant for National Security Affairs or the Secretary to the Cabinet, be channeled through the White House Military Office.

Harold Brown

Attachment

ELECTROSTATIC REPRODUCTION MADE FOR
PRESERVATION PURPOSES

THE WHITE HOUSE
WASHINGTON

THE WHITE HOUSE
WASHINGTON

Trudy:

President has the original
of the memo from him to
Brown, given to him by
Hugh Carter. The
President will decide
after consultation with
Brown whether or not he
wants to alter the
memorandum.

Rick

Copies

269

VP

Watson

*[return attachments to
Brown along w/ note
The President
signed]*

*orange
folder
return
2/2*

cc: Shig
VP

THE WHITE HOUSE
WASHINGTON

rick--please have this
returned to Secretary Brown
along with the memo the
President signed.

thanks -- ssc

The Vice President
Z. Brzezinski
Jack Watson
Bob Linder

Re: Liaison Between the White House
and the Department of Defense

The original of the attached memorandum to Secretary Brown has been delivered to him. The attached copy is for your information and guidance.

Rick Hutcheson
2/2/77

*Hugh Linder
2702*

*Original delivered thru Military
aides office.
2/2/77*

THE WHITE HOUSE
WASHINGTON

February 2, 1977

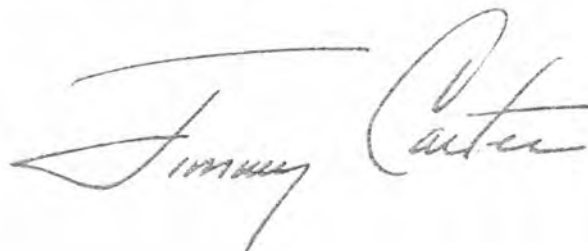
MEMORANDUM FOR

THE SECRETARY OF DEFENSE

SUBJECT: Liaison Between the White House and
the Department of Defense

In order to ensure efficiency and proper channelling of matters involving my office and your Department, I am establishing the following procedure for liaison between the two.

When instructions are to be given to the Department of Defense on matters of national security, I or my Assistant for National Security Affairs will communicate directly with either you, your Deputy Secretary, or The Special Assistant to the Secretary and Deputy Secretary of Defense, or with your Military Assistant. On other matters, such instructions will be from me or the Secretary to the Cabinet to you, your Deputy, or The Special Assistant to the Secretary and Deputy Secretary of Defense. There will be no deviations from this procedure on the part of members of my staff except as specifically authorized by me.

A handwritten signature in dark ink, reading "Jimmy Carter". The signature is written in a cursive, flowing style. The first name "Jimmy" is written in a larger, more prominent script, and "Carter" is written to its right, slightly overlapping. The ink is dark and the background is plain white.

THE SECRETARY OF DEFENSE
WASHINGTON D. C. 20301

28 January 1977

MEMORANDUM FOR THE PRESIDENT

Based on your comments to me, I prepared the attached memorandum on liaison channels for your signature.

Harold Brown

Attachment

THE WHITE HOUSE

WASHINGTON

MEMORANDUM FOR

THE SECRETARY OF DEFENSE

SUBJECT: Liaison Between the White House and the
Department of Defense

In order to ensure efficiency and proper channelling of matters involving my office and your Department, I am establishing the following procedure for liaison between the two.

instructions When instructions are to be given to the Department of Defense on matters of national security, I or my Assistant for National Security Affairs will communicate directly with either you, your Deputy Secretary, or The Special Assistant to the Secretary and Deputy Secretary of Defense, or with your Military Assistant. On other matters, such ~~communications~~ will be from me or the Secretary to the Cabinet to you, your Deputy, or The Special Assistant to the Secretary and Deputy Secretary of Defense. There will be no deviations from this procedure on the part of members of my staff except as specifically authorized by me.

THE SECRETARY OF DEFENSE
WASHINGTON, D. C. 20301

MEMORANDUM TO THE PRESIDENT

I believe that it is essential both for your control of the White House staff and my control of my Department that we establish central points of communication between the two. In the past this has been accomplished by the President sending a memorandum to the Secretary of Defense establishing the exclusive channels of communication. The Secretary of Defense in turn implements that direction by a memorandum to the officers of his Department.

I recommend that you sign the memorandum to me which is at Tab A. At Tab B is the memorandum which I would then use to implement your direction. At Tab C, for your information, are copies of the corresponding documents which were in effect in the prior Administration.

Harold Brown

Attachments

*Susan - hold.
Harold is submitting
a revised memo
J*

attachment returned to Secretary Brown 2/2/77

THE WHITE HOUSE

ACTION MEMORANDUM

WASHINGTON

LOG NO.:

Date: February 4, 1977

Time:

FOR ACTION:

cc (for information):

Hamilton Jordan

FROM THE STAFF SECRETARY

DUE: Date: Monday, February 7, 1977

Time: 10:00 A.M.

SUBJECT:

Letter to the President from Mr. Clarence A.
Avant re appointment of a Black member of
the FCC.

ACTION REQUESTED:

☐ For Necessary Action☒ For Your Recommendations☐ Prepare Agenda and Brief☐ Draft Reply☒ For Your Comments☐ Draft Remarks

REMARKS:

PLEASE ATTACH THIS COPY TO MATERIAL SUBMITTED.

If you have any questions or if you anticipate a
delay in submitting the required material, please
telephone the Staff Secretary immediately.

RICK HUTCHESON
STAFF SECRETARY

Rick -

Do you want Ham to see?

Trudy

OK

Staff to
Ham
Monday
2/1
10AM

THE WHITE HOUSE
WASHINGTON

February 1, 1977

TO: Rick Hutcheson

Attached is a letter
to the President from
Mr. Clarence Avant, a
Black man whom the President
knows and from whom I believe
he would want to hear.


Jack Watson

Attachment

The Hay Adams

SIXTEENTH AT H STREET, N.W. WASHINGTON, D. C. 20006 (202) 638-2260

January 31, 1977

President Jimmy Carter
The White House
Washington, D. C. 20500

Dear Mr. President:

It was indeed a pleasure to attend the swearing-in ceremonies for Andy yesterday. Both Jackie and I were very moved by your kind remarks about him. There is no doubt in my mind that all of us who respect him and love him know that he will become an asset to your administration. One of the prime reasons I added my services to your election campaign was because of my deep respect for Andy's judgement.

This is a highly personal letter and I hope you will bear with me for I also hope that I can write you from time to time during your administration on vital issues that concern me.

Hopefully, in the future this kind of communications could be with some responsible member of your White House staff. I would just like to point out here that on several occasions I have tried to reach some persons who have been with you for a long time. But, unfortunately, they have not seen fit to return my calls. Nor, indeed, have they been responsive to other responsible Black persons who feel that they had some important information that would be beneficial to your administration.

First, let me say, the federal regulatory agencies are very important. We Blacks are hopeful that you are going to make some meaningful Black nominations to some of them. The one regulatory agency, however, that I am highly concerned about is the Federal Communications Commission.

The Hay Adams

SIXTEENTH AT H STREET, N.W. WASHINGTON, D. C. 20006 (202) 638-2260

Page Two

Television and radio have been, both visually and aurally, the most important media in shaping the images that Blacks have of themselves (for example, the recent TV series, *Roots*). Starting with the Kennedy administration, there were those of us who tried unsuccessfully to persuade the President and the succeeding President, to appoint a Black member of what I consider the most important regulatory agency of all -- the FCC. President Nixon heard us and saw fit to appoint Benjamin L. Hooks.

Ben Hooks, in the past two or three months, has stated that he plans to resign from the FCC in July to assume the Executive Directionship of the NAACP. I would have thought by now that one of your more responsible associates would have contacted and discussed with Ben his status at the Commission. So far this has not been the case.

Mr. President, it is extremely important that you appoint a Black person to replace Ben Hooks at the Commission. There are those of us who would like to make recommendations. But what I think is more important is that at least Ben should be consulted by some responsible member of your staff.

Ben Hooks has become a symbolic figure. He has made Black America more aware of how important the FCC and telecommunications are to their lives. Our federal government has very slowly given Blacks the responsible duties that we deserve. I think this would be a total insult for those of us who have fought for more responsible representation in government, to have Ben replaced by someone who is not Black.

There were many occasions during your campaign when Andy and I discussed the importance of the Federal Communications Commission. One of the things we were hoping was that you would name Ben Hooks chairman during your administration. In recent weeks, Andy and I have discussed the possibility

The Hay Adams

SIXTEENTH AT H STREET, N.W. WASHINGTON, D. C. 20006 (202) 638-2260

Page Three

of Commissioner Hooks becoming the interim chairman. I think it is a brilliant idea and I would hope that you would consider this. There is no doubt in my mind that this would be one of the most important appointments that you could make during your administration. I highly recommend it.

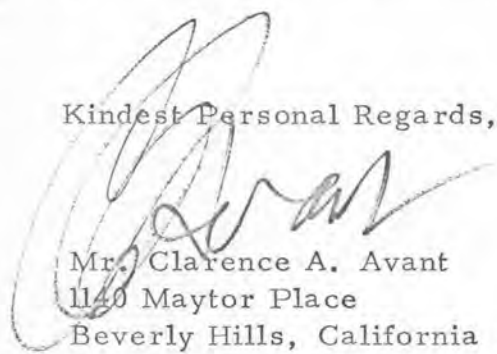
I also recommend highly that you appoint a Black to your staff who would have some visually responsible duties (and not Minority Affairs!)

For the first time in my life I feel personally close to a President. And President Carter whether you want to believe it or not, there are a whole lot of Black Americans whom you do not know, feel the same way.

I believe it is this kind of personal feeling, as expressed through your relationships with Andy, Dr. King Sr., with all of us, that brought your margin of victory.

The responsibilities of the President are so vast as to defy comprehension. But I hope you will always stay in touch with those of us who will give you the benefit of our honest and frank opinion.

Kindest Personal Regards,



Mr. Clarence A. Avant
1140 Maytor Place
Beverly Hills, California 90210

P. S. Ben Hooks is a Democrat and is in good and regular standing with the party.

THE WHITE HOUSE

ACTION MEMORANDUM

WASHINGTON

LOG NO.:

Date: February 4, 1977

Time:

FOR ACTION:

cc (for information):

Hamilton Jordan

*Frank Moore —ok

Jody Powell

Midge Costanza

FROM THE STAFF SECRETARY

DUE: Date: Monday, February 7, 1977

Time: 3:00 P.M.

SUBJECT:

Jim Fallows memo 2/4/77 re comments made
on letter from Barbara Wyman.

ACTION REQUESTED:

___ For Necessary Action

X For Your Recommendations

___ Prepare Agenda and Brief

___ Draft Reply

X For Your Comments

___ Draft Remarks

REMARKS:

OK - Frank Moore

* Frank Moore: please comment.
Do you think there is any reason we
should pass this on to the President.

PLEASE ATTACH THIS COPY TO MATERIAL SUBMITTED.

If you have any questions or if you anticipate a
delay in submitting the required material, please
telephone the Staff Secretary immediately.

RICK HUTCHESON
STAFF SECRETARY

THE WHITE HOUSE

WASHINGTON

February 4, 1977

MEMORANDUM TO THE PRESIDENT (FYI)
HAMILTON JORDAN
FRANK MOORE
JODY POWELL
MIDGE CONSTANZA

FROM:

JIM FALLOWS

JMF

The comments I've encircled here may or may not be useful to you, but on the principle of staying close-to-the-people I thought I should pass it on.

MRS. EDGAR P. WYMAN
NORTH SANDWICH
NEW HAMPSHIRE 03259

January 24, 1977

Mr. James Fallows
THE WASHINGTON MONTHLY
1028 Connecticut Avenue, N.W.
Washington, D. C. 20036

Dear Mr. Fallows:

I have long admired the balance and commonsense evidenced in your WASHINGTON MONTHLY articles and, as a subscriber from WM's early days, I turn to you now in alarm. I've read that you may have a role in the new Administration we've worked and hoped for, and it is difficult to know where to write with the expectation that one's letter will get any attention beyond being counted pro or con a given issue.

On Public Radio last week I heard a discussion of a primary-campaign deal made by a Carter staff-member, Frank Moore by name, for a \$200,000 contribution from Texas oil interests with a promise that neither David Freeman nor Lee White would be included among Carter energy advisers - a promise unknown to Mr. Carter. This was corroborated by people now serving in the new energy office, and it was said that Jack Watson had interpreted the "commitment" so as to permit Mr. Freeman finally to be appointed. Inasmuch as Mr. Freeman directed the Energy Policy Project of the Ford Foundation, he would seem to be well qualified for such a post.

From another source I have seen an unsubstantiated report that 3000 letters opposing the appointment of James Schlesinger (presumably as Secretary of Defense) were withheld from Mr. Carter's notice by members of his staff. Tristram Coffin's WASHINGTON SPECTATOR (12/15/76) warned of this kind of problem, as WM has also, and listed horrifying examples of "booby traps" such as might derail Mr. Carter's best intentions especially in his efforts to curtail the arms race. President Warren Bennis of the University of Cincinnati wrote in THE NEW YORK TIMES of last November 28 of the power of bureaucracy to turn "even an ethical person such as a MacNamara" toward immoral ends. It's possible, of course, that without Mr. Moore's initiative Mr. Carter might not now be in the White House; nevertheless there is extreme danger to the U.S. and the world in the potential for blocking

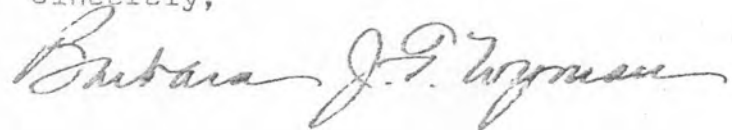
information from reaching the Chief Executive.

I write to you in the hope of reassurance that someone can bring these matters directly to Mr. Carter's attention, and I shall send a copy of this letter to Mr. Watson. On December 8 I wrote to President-Elect Carter with a copy of the Bennis article but cannot know who read it, and in any case specific instances such as these among his own people should be exposed.

Here in this fairly remote corner of the country we have a group of citizens, including many retired academic people but also newly-arrived young ones escaping megalopolis, who are eager to provide support and encouragement to the Carter administration. We write letters to Senators and House members and editors, and to the President. The situation with which I am concerned here requires a somewhat different approach, and I should be most grateful for suggestions. I am unsure whether a "public interest" organization like Common Cause, with which I am actively involved at the state level, can be effective here.

Thank you for your kind attention, and for whatever further assistance you can render, wherever. We are certainly grateful for WM and others who try hard to help us keep informed about what is really happening. With best wishes,

Sincerely,



cc Mr. Jack Watson

THE WHITE HOUSE

ACTION MEMORANDUM

WASHINGTON

LOG NO.:

Date: February 4, 1977

Time:

FOR ACTION:

cc (for information):

Hamilton Jordan

* ~~Frank Moore~~ *FM*Jody Powell *OK*

Midge Costanza

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